

## **WATER MAINTENANCE TECHNICIAN TRAINEE**

### **DISTINGUISHING FEATURES**

The fundamental reason the Water Maintenance Technician Trainee position exists is to provide training for advancement to the Water Maintenance Technician position which performs a variety of skilled work in maintaining and repairing the City's water transmission, regulatory and related equipment in the Water Operations Division of the Water Resources Department. This is the entry level to the Water Maintenance Technician class series. This classification is non-supervisory. Work is performed under general supervision by the Water Operations Supervisor.

### **ESSENTIAL FUNCTIONS**

Maintains pumps, piping, tanks, valves, switches, diesel and natural gas generators at City well sites, booster stations, reservoirs and sewer lift station. Adjusts system to meet specific demands; replaces pump packing and mechanical seals; repairs hydrostatic drives for pumps; repairs and troubleshoots air compressors and vacuum pumps; maintains voltage and oil supply in the City's pumps and auxiliary equipment. Installs and makes repairs on water lines, valves, sewage stations, and other components of pump stations.

Performs construction and fabrication at work sites. Investigates complaints regarding loss of water pressure and quality of water and makes necessary adjustments and responds to water related emergencies.

Adjusts telemetry system to meet water usage demands; makes program adjustment on main computer for telemetry system.

You must meet the following conditions within the one year training period to be moved into the Water Maintenance Technician position:

You must obtain a Grade level 1 in Water Distribution from ADEQ.

You must complete a one-semester college level course to be taken in a job-related subject on your own time.

You must obtain Hazardous Material Endorsement for your Commercial Driver's License within the first six months of training.

Attendance and punctuality are essential functions to this position.

### **MINIMUM QUALIFICATIONS**

#### **Knowledge, Skills, and Abilities**

##### Knowledge of:

Water system operations, methods, procedures, and principles, and of the related mechanical components is necessary.

##### Ability to:

Work rotating weekend shifts, holidays and a call-out schedule.

Maintain, repair, and diagnose any problem affecting the entire water system; perform mechanical repairs, service and repair pumps and motors.

Communicate effectively orally using the telephone and 2-way radio.

Establish and maintain effective working relationships with co-workers, supervisors and the general public.  
Operate a variety of equipment and machinery requiring continuous or repetitive arm and hand movements.  
Listen and communicate effectively with a diverse group of people.  
Prioritize schedule and work tasks and complete work within specified time periods and deadlines.  
Move and lift heavy objects (50 pounds or more) both short and long distances.  
Walk up and down stairs, climb ladders and walk over rough terrain.  
Work in adverse conditions, including extreme hot temperatures, cold temperatures, wind, rain and a high volume of noise.  
Must possess a shared commitment to quality in everyday work and to continuous learning and improvement

### **Education & Experience**

Any combination of training, education and experience equivalent to one (1) year experience in water pump operation or water distribution systems.

Must obtain certification as Water Distribution Operator (Grade I) within one (1) year.

See attached agreement for specifics.

Must possess and maintain during this position a valid Arizona Driver's License, with no major driving citations in the last 39 months for all driving positions.

FLSA Status: Non-exempt

HR Ordinance Status: Classified

You will be designated a Trainee for a period of one year. There is only one Trainee position available at this time. Upon successful completion of the training, the Trainee will become a Maintenance Technician.

You must meet the following conditions within the one year training period to be moved into the Maintenance Technician position:

- You must obtain a Grade level 1 in Water Distribution from ADEQ.
- You must complete a one-semester college level course to be taken in a job-related subject on your own time.
- You must obtain Hazardous Material Endorsement for your Commercial Driver's License within the first six months of training.

You will be asked to demonstrate your abilities in the following areas:

- Proficiency in Chlorine handling, transporting and storage.
- Understanding of the operation of the telemetry system. Be able to check alarms and settings.
- Understanding of the water system operation. Explain the purpose of pumps, prv's, zones and reservoirs.
- Proficiency in PRV trouble-shooting. Be able to troubleshoot and adjust the settings on a PRV.
- Operate cutting torches and welding equipment properly and safely. Be able to make simple metal fabrications.

There will be a standard six-month performance probation period for each Trainee. An employee who fails to meet the conditions of probation will either return to their former position or have their probation extended. This will be at the discretion of the Water Production Supervisor.

The Trainee will enter the program at their current rate of pay and retain their current Quality Plus review date.

Upon acceptance into the Maintenance Technician position, if the Trainee's salary is below the Maintenance Technician minimum starting salary, the employee will be brought up to the minimum salary. If the Trainee's salary is within the salary range for Maintenance Technician, they will receive the standard 5% promotional increase. If the Maintenance Trainee's salary is at the top of the Maintenance Technician salary range they will remain at that rate of pay until the salary range increases and they are eligible for a salary increase.

If you do not understand any of the terms and conditions of this position, please don't hesitate to ask.

